

DATE:

EMERGENCY DISPENSING SITE FACILITY SURVEY

MDPH-CEP

SURVEYOR:

CONTACT #:

FACILITY NAME:

TOWN:

RATING SCALE			
Able to be used at this facility (i.e. good condition, quality or sufficient #)	USE "5"	USE "2"	Provided to facility by borrowing/MOA - requires delivery to EDS
Exists at facility but has SOME limitations (i.e. quality, condition or insufficient #)	USE "4"	USE "1"	Provided to facility by borrowing/MOA - requires delivery to EDS - has limitations (i.e quality, condition, or insufficient #)
Exists at facility but has some MAJOR limitations (i.e. quality, condition, or insufficient #)	USE "3"	USE "0"	Does not exist at this facility - no agreement/MOA underway to borrow or have delivered

RATING: YES/NO or # of ITEM(S) SF/MILES/ETC. NOTES/DISCRPTION:

PROPERTY FEATURES

Access roads?				
Traffic control (1-way, stoplight, etc.)?				
# Driveways into actual property?				
Nearest major highway?		N/A		
Property/facility capable of being locked down?				
Proximity to main hospital (miles)?		N/A		
Parking capacity (# of spaces)?			N/A	
Distance from lot to doors to be used (approx.)?		N/A		
Dedicated emergency vehicle property access/entrances?			N/A	
Site located outside of flood plain?				
Sufficient exterior lighting of facility perimeter and parking areas?				

RATING TO BE USED TO EVALUATE STRENGTHS WEAKNESSES

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Functional loading dock?			N/A	
Maximum truck length (ft) accommodated?	N/A	N/A		
Dock height/width (ft/in)?	N/A	N/A		
Proximity to public transportation (miles)?				
Type of transportation (bus, train)?				
Can bus routes be adjusted to serve EDS?				
Other uses for property during an incident (i.e. shelter)?		N/A		
Exterior trash/waste disposal pick-up?				

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FACILITY FEATURES

Total square footage to be utilized in actual dispensing (not queue spaces or staff break rooms, etc.)		N/A		
Location(s) to be utilized (i.e. gym, cafeteria):	N/A	N/A	N/A	
Dispensing areas ADA compliant/handicapped accessible?			N/A	
# of elevators			N/A	
# to be used for dispensing purposes?			N/A	
# of entrances/exits			N/A	
# to be used for dispensing purposes?			N/A	
# of stairwells			N/A	
# to be used for dispensing purposes?			N/A	
# of floors			N/A	
# to be used for dispensing purposes?			N/A	

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Generator(s) available?			N/A	
Shower facilities on site?			N/A	
Kitchen area (stove, microwave?)				
# of refrigerators/description (walk-in?)			N/A	
Total capacity (sf) for refrigeration		N/A		
Total # of bathrooms			N/A	
Men's bathrooms (approx. # of persons it will accomodate)			N/A	
Women's bathrooms (approx. # of persons it will accomodate)			N/A	
Are one of each M/W handicapped accessible in the dispensing area?			N/A	
Are there separate staff bathrooms?				
Are plans in place for (janitorial) upkeep of bathrooms during EDS operations?				

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Have locations for the following areas have been identified?	N/A	N/A	N/A	
Triage?				
Forms distribution?				
Forms review?				
Medical assessment?				
Behavioral assessment?				
EDS administration/communication?				
Staff break/dining area?				
First aid?				
Dispensing area "Fast Lane"?				
Dispensing area for families?				

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Dispensing area for special populations?				
Medication counseling area?				
Forms retrieval?				
Other?				
Other?				
Other?				
Internal PA System?			N/A	
Control/security center (location)?				
Two-way radio capability with main hospital?				
Heating/ventilation/air conditioning in dispensing areas?			N/A	
In general, do cell phones work inside the facility?			N/A	

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RATING: **YES/NO or** **SF/MILES/ETC.** **NOTES/DISCRPTION:**
of ITEM(S)

FACILITY EQUIPMENT AVAILABLE

# of computers			N/A	
Dial-up:			N/A	
High speed Internet:			N/A	
Wireless Internet access?			N/A	
Any restrictions on Internet access?			N/A	
# of computer printers?			N/A	
# of TVs (moveable)			N/A	
# of DVD players?				
# of VCRs?				
# of fax machines			N/A	

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Independent fax # or shared w/ voice lines?			N/A	
# of flatbed scanners (not PD/FD radio)			N/A	
# of copiers			N/A	
Paper supply adequate/available?			N/A	
# of phones			N/A	
Long distance capability?			N/A	
# of moveable tables			N/A	
# of folding or moveable chairs			N/A	
Biohazard waste accommodation?			N/A	

MISC.

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